

BLOOMFIELD TOWN COUNCIL

ADMINISTRATION & EDUCATION SUBCOMMITTEE

There was a regular meeting for the above-referenced subcommittee held at 6:30 p.m. on Monday, April 30, 2012 in Conference Room #5, Bloomfield Town Hall, 800 Bloomfield Avenue, Bloomfield, CT.

Committee members present were: Deputy Mayor Hypolite, Councilors Rivers, Berman and Gamble.

Non Committee members present were: Mayor Schulman, Councilors Banks and Washington

Also present were: Wayne Casper, Barry Berson and India Rodgers, Clerk of Council.

The meeting was called to order at 6:35 p.m.

Update on all School Building Committees

High School – Mr. Wayne Casper, Director of Facilities for the Board of Education reported no changes since the last meeting held on April 2, 2012. He stated that the bids for the emergency generator and gym dividing walls have been advertised. All bids are due May 3, 2012. The bathroom renovations are being developed as a package with the project engineers. The current glass block will be replaced with translucent panels by the facilities staff at the Board of Education.

It was noted that Big Picture High School audit was completed and commissioned.

Carmen Arace – The project is 97.5% completed. There has been no quorum for the building committee to complete the necessary paperwork and review of punch list items.

Elementary Schools

Laurel Elementary – The project is on target and schedule, however there was an issue with grading for the bus loop. The project engineers are in the process of changing the pitch of the drain pipe at the street level.

The respective committees are diligently working to closeout Metacomet Elementary School and Carmen Arace Middle School. The mechanicals must be checked and certified for project closure.

Mayor Schulman asked for clarification regarding the LEEDS certification for all buildings. Mr. Casper informed the committee that the only building close to certification was the Wintonbury Early Childhood Magnet School. However, renovated buildings have incorporated items such as: solar hot water systems, thermal chilled water systems, insulation, etc.

Town Manager's Evaluation

Councilor Berman raised questions regarding the Management category of the evaluation. He stated that the Council does not have enough information to make a decision on evaluating performance on items such as:

1. Setting and communicating goals for senior management
2. Low Senior Management turnover
3. Effectively deals with employee issues in a timely manner

Councilor Berman also explained the evaluation process and discussion points to new members of Council. The goal for completion the evaluation is June 1, 2012.

Councilor Banks expressed concerns about the perception of new Council members having enough information to complete an evaluation. It was noted that the evaluation period is from July 1st to June 30th. New Council members have approximately 8 months to consider for evaluation.

Deputy Mayor Hypolite inquired about the overall contract extension and past evaluation process of the Town Manager relative to scoring and goals.

The committee discussed in length the right of the Council to set goals for achievement as well as the Town Manager.

Mayor Schulman suggested changes to items of concern in the Management category:

1. Setting and communicating goals for senior management as report to Council
2. Senior Management turnover
3. Effectively deals with senior management and union issues in a timely manner

Councilor Gamble suggested the change to incorporate "Criteria for evaluation in a timely manner per department of managing employees".

The committee made suggestions on changing the format to be more clear and concise.

Old Business

Councilor Berman presented a revised version of suggested changes to Section 11, Privilege of the Floor, Second Paragraph:

“It shall be the policy of this Council to allow members of the public to address the Council during Citizen’s Statements and Petitions on all agenda items, or any other matters of concern. Statements by members of the public may be oral or written and shall start with the speaker’s name and address and shall continue for no longer than five (5) minutes, unless permitted by the Mayor or Councilor presiding. The Mayor or Councilor presiding may permit additional statements by the same person during Citizen’s Statements and Petitions or at such other times during the agenda of Council meetings as he or she deems appropriate, subject to being overruled by the Council”.

Deputy Mayor Hypolite inquired about the reason for the fundamental change to the policy. He requested clarification of proposed changes and current language. Deputy Mayor Hypolite also concerned about the perception on citizen timing for comments.

Other Business

Councilor Berman suggested new Council members read the Rules of Procedure.

Adjournment

It was moved by Councilor Berman, seconded by Councilor Rivers and voted unanimously to adjourn the meeting at 8:20 p.m.